

**TOWN OF WILLIAMSPORT  
MAYOR AND COUNCIL MINUTES  
WORKSHOP  
DECEMBER 7, 2009**

A Workshop meeting of the Williamsport Mayor and Council was held on December 7, 2009, at the Williamsport Town Hall in Williamsport, MD at 6:30 p.m.

In attendance were:

Mayor James G. McCleaf II  
Assistant Mayor Tony Drury  
Councilwoman Joan Knode  
Councilman Tim Fraker  
Councilman Monty Jones  
Councilman Jim Kalbfleisch

Also, present Donnie Stotemyer, Town Clerk

**Guests**

Mayor James G. McCleaf II introduced Mr. Richard Grimm, Zoning Administrator for the Town of Williamsport. Mr. Grimm explained that Mr. Frank Turner was present at the meeting to request permission to convert approximately two thirds of the existing barber shop into a one bedroom apartment. The plan indicated the construction of an exit/entrance doorway and a small stoop attached to the north wall of said building. It is estimated that the north wall is also the northernmost property line therefore the stoop/porch would be on the right-of-way of West Salisbury St. A similar situation was just resolved for Tony's building on the south east corner of the same intersection; a license agreement was granted for an existing structure. Subsequent to this request a hearing at the Board of Zoning Appeals will be necessary for compliance to the Zoning Ordinance.

Mayor James G. McCleaf II introduced Mr. James Jewells and Mr. Donald Bryan Town of Williamsport Residents. Mr. Jewells and Mr. Bryan were present seeking permission to place Washington County Humane Society Polar Bear Plunge signs on the parking meters throughout the Town of Williamsport. The Polar Bear Plunge is scheduled for January 1, 2010 beginning at 12 noon. The consensus of the Mayor and Council was to grant their request for the signs. The Mayor also stated that he would like to see this become a Town sponsored event.

**Unfinished Business**

Mayor James G. McCleaf II reported that he had met with Mr. Mark Phelps and Ms. Christina Osborne of M & T Bank on Monday, December 7 at the Town Hall. This meeting was to review the possible investment opportunities available to the Town of Williamsport. They will be reviewing the possibilities and report back to the Town in the near future.

Mayor James G. McCleaf II reviewed with the Council that he had also met with Ms/ Julie Pippel, Washington County Division of Environmental Management Director, to discuss the Towns EDU count. Ms. Pippel is working with Jamie Hill to determine how many EDU's

the Town currently has. Once this is completed Mayor McCleaf will be bringing this information to the Council.

### **New Business**

Mayor James G. McCleaf II reported that there is a meeting scheduled for Thursday, December 10, 2009 at the Town Hall at 1:00 p.m. to meet with Mr. Greg Murray, Washington County Administrator. This meeting is being held to discuss a new excise tax policy the County is considering implementing and explain the County's new tax plan.

Mayor James G. McCleaf II reviewed with the Council the proposed Holiday and Event Calendar for 2010. He reminded the Council that this will need to be approved at the next regular meeting and he thanked Councilwomen Joan & Tearza Knode for compiling this information.

Mayor James G. McCleaf II reviewed with the Council that the Washington County Humane Society is requesting permission to utilize the boat ramp and soccer field at River Bottom Park for the Annual Polar Bear Plunge on New Year's Day. This will need to be voted on at the next regular meeting.

Mayor James G. McCleaf II reviewed with the Council that with the recent enactment of Chapter 693 of the Laws of 2009 the State of Maryland Legislature has required that each municipality adopt a local debt policy and submit this to the State Treasurer. They also require that local government units submit information regarding indebtedness from variable rate debt instruments, interest rate exchange agreements or swaps, and other derivatives including futures and options to both the State Treasurer and the Department of Legislative Services. A resolution will need to be introduced at the next regular Council meeting to adopt a debt management policy pursuant to the State's mandate to be executed.

Assistant Mayor Drury discussed with the Mayor and Council several safety issues that were brought to his attention concerning the Christmas Parade and the Lighting of the Park. He was informed that these issues were already being addressed.

Mayor McCleaf requested that he and the Council move into a Special Meeting Session.

### **Citizen Participation - None**

A motion was made by Councilman Fraker, seconded by Assistant Mayor Drury to adjourn, with all voting in favor, motion carried.

Meeting Adjourned

Respectfully submitted,

Donnie Stotemyer  
Town Clerk  
Town of Williamsport